DOCUMENT RESUME

ED 394 070 CE 071 492

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TITLE	Career Counseling: A Developmental Approach.
REPORT NO	ISBN-0-02-330675-0
PUB DATE	95
NOTE	418p.
AVAILABLE FROM	Prentice-Hall, Inc., A Simon and Schuster Co., Englewood Cliffs, NJ 07632.
PUB TYPE	Books (010)
EDRS PRICE	Document Not Available from EDRS.
DESCRIPTORS	Adults (30 to 45); *Career Counseling; *Career Development; Career Education; Career Guidance; *Career Information Systems; Career Planning; Computer Oriented Programs; *Counseling Techniques; *Counseling Theories; *Developmental Psychology; Disabilities; Elementary Secondary Education; Ethnic Groups; Higher Education; Information Sources; Middle Aged Adults; Middle Schools; Occupational Information; Older Adults; Testing; Two Year Colleges

ABSTRACT

This text is designed to help readers understand the skills, abilities, and knowledge needed by career counselors. Case studies and suggested activities are included. Part I focuses on career and life-style planning and the world of work. Chapter 1 analyzes the career counseling process and theoretical approaches. Chapter 2 introduces philosophical and conceptual ways of understanding work and career. Chapter 3 presents labor market trends and projections and describes systems of classifying occupations. Part II emphasizes career development theory and practices of individuals and groups across the life span. Chapters 4-12 look at these groups: students in grades K-5; middle school; high school; community college, college, and postsecondary students; early adulthood; middle adulthood; older adults; individuals with disabilities; and individuals from other ethnic and cultural groups. Part III covers career information. Chapter 13 explores career information resources. Chapter 14 looks at computer-assisted guidance systems and other applications of technology in career counseling. Chapter 15 presents an overview of testing and other assessment techniques. Part IV emphasizes current practices and future trends. Chapter 16 reviews developmental counseling strategies. Chapter 17 focuses on current trends and issues. Appendixes include selected lists of publishers of career literature and test publishers and career tests; a list of 463 references; and name and subject indexes. (YLB)

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